Fire Regime and Condition Class (FRCC)
Standard Landscape Software User Guide

Section 1: Installing the Software

1. The FRCC Standard Landscape software has been developed as a Microsoft Access application and requires MS Access 2000 or a later version. Make sure you are running MS Access 2000 or a later version on the computer that the software will be installed on.
2. Download the FRCC Standard Landscape software from the FRCC website (www.frcc.gov). The software file is called frcc.zip and can be downloaded by clicking on the "Software Download" link.
3. If you are upgrading from a previous version of the FRCC Standard Landscape software, please refer to the FRCC Standard Landscape Installation Notes on the FRCC website.
4. Extract the files in frcc.zip into a destination drive. Make sure that FRCCapp.mde and FRCCdata.mdb are in the same directory. If you are downloading the software from a CD, make sure these files are not read-only.
5. Open FRCCapp.mde. The first time you use the software, the application will ask you to verify the path where FRCCdata.mdb resides. The default assumes that FRCCdata.mdb is in the same folder as FRCCapp.mde.
6. The FRCC menu will appear. Click "Enter/View Data" to view the data entry form.

> **User Tip:**
> Ø Create a shortcut on your desktop to FRCCapp.mde by right-clicking on the FRCCapp.mde in Windows Explorer, then select *Send To—Desktop.*

Section 2: Starting the Program

Navigate to the folder where you downloaded the FRCC Standard Landscape software. Double click on FRCCapp.mde to start the program. You may alternately double click the shortcut on your desktop, if you created a shortcut there. The first time you start the

software, the application will ask you to verify the path where FRCCdata.mdb resides. The default assumes that FRCCdata.mdb is in the same folder as FRCCapp.mde.

Main Menu.

When you start the program, the Main Menu will appear. The Main Menu contains:

- *Enter/View Data*: to enter data into the FRCC Standard Landscape form. See more details about this section below.
- *View Project Reports*: to look at reports from projects for which you've already entered data.
- *Manage Codes*: to organize and edit NRCS plant species codes, fuel model codes, and Vegetation Land Type strata codes.
- *Contact Information*: where you can enter your contact information so that your name will be attached to any data you export. You must update this information before exporting any data.
- *Import Project*: to import projects from other FRCC databases. You will be prompted for the name of the file to import. The file should be stored on your local hard drive.

Section 3: Entering and Viewing Data

In the Main Menu, click the "Enter/View Data" button to access the Project form. The FRCC database will open with a sample project on the first page.

Viewing Data.

To view data, scroll through previously entered projects using the ◀ ("Previous Project") and the ▶ ("Next Project") buttons located to the right of the Sampling Date field.

Entering Data.

The data is entered into three blocks (Project Data, Biophysical Stratification, and Strata Veg-Fuel Class); each is explained in more detail below. Each block must be completed before you can move onto the next block and a pop-up error message will appear if required fields are incomplete. Refer to the FRCC Methods Document (available at the FRCC website, http://fire.org/frcc) for information about individual fields on the form.

Project Data Block

- *Starting a new project*. Since the database automatically opens with an example project already entered, you will need to create a new project. Click on the ▶* ("Add Project") button, which is located to the right of the Sampling Date field.

> **User Tips**
> Ø You must complete each of the three blocks in sequence before moving onto another block.
> Ø Have the Methods Document in hand when filling in the project form. It provides more detail about which fields are required.
> Ø If you get an error message, it is probably because you have left a required field blank. Go back over the data you've entered and make sure that you completed all required fields.

- *Copying a project*. Click on the ![icon] ("Copy Project") button next to the "Add Project" button. This is useful if you have multiple projects with similar information.
- *Adding Photos*. Photos can be stored with a project as hyperlinks. To enter a photo, place an electronic copy of the photo on the computer's hard drive. It is recommended that the photo be stored in a compressed format such as TIFF or JPEG. Click the ![icon] ("Load Photo") button next to the appropriate photo field. Navigate to the folder containing the photo file, click on the photo file and click the "Open" button.

Biophysical Stratification Block

- *Strata Comp*. In the Biophysical Stratification block, you are required to enter a percentage in *Strata Comp* field that shows how much of the landscape project is composed of this strata. As you enter data for each strata, the *Total Strata Comp* field will be automatically updated with the sum of percentages for all strata. If this sum does not equal 100, the value will be displayed as red on yellow.

- *Adding Strata*. To add additional strata in the Biophysical Stratification block, click on the ![icon] ("Add Strata") button located to the right of the Biophysical Strata Num. Once multiple strata have been entered for a project, the ![icon] ("Previous Strata") and the ![icon] ("Next Strata") buttons can be used to scroll between the strata. To copy an existing strata, click on the ![icon] ("Copy Strata") button next to the "Add Strata" button.

- *Species Codes*. When entering the *Indicator Species*, use the NRCS species code. There are three ways to enter NRCS codes:
  1. Type in the NRCS plant code.
  2. Select a species code through a search. Click on the box labeled *Indicator Species*. The *NRCS Species Codes* dialogue box will appear. Click in the field you want to search on and press the ![icon] "*Find*" button. In the *Find* dialogue box, type in the word you want to search for. (For example, you might click in the *Common Name* field and then click on ![icon]. In the *Find* dialogue box type "lodgepole pine.") The code will pop up in the *NRCS Species Codes* dialogue box. Check the *Used Locally* checkbox to have this species appear in species dropdown lists in the future. The code for the species you just searched can be propogated to the species field on the form by pressing the *Exit w/ Code* button. Sometimes when searching for a code (with the "Find and Replace" dialog), it is advisable to set Match to "Any Part of Field", and to uncheck "Match Case". This will allow a wider search for the value you are looking for, ignoring case and looking for the name as part of a longer name.
  3. Select a species from the drop-down menu in the *Indicator Species* fields. Instructions for adding species to this drop-down list appear above.

Strata Veg-Fuel Class Block

- *Entering data for classes*. Blank rows are automatically created for Veg-Fuel Classes A-E. Fill in the data for the classes that exist and leave the data blank for classes that do not exist. Do not delete classes A-E even if one of those classes does not exist in the landscape project. If additional uncharacteristic classes F-L exist, scroll down to the blank row at the bottom of the list of Veg-Fuel Classes and enter the uncharacteristic class.
- *Percent Composition*. The *Reference Percent Composition* and *Current Percent Composition* are automatically summed for each strata and are displayed at the bottom of the block. If the sum does not equal 100, the value will be displayed as red on yellow.
- *Dominant Species*. Use the NRCS species code. See *Species Codes* above for more information.

Viewing Reports

- View a project report (containing the data entered and the results of the FRCC calculations) by clicking on the *View Report* button in the upper right hand corner of the form.
- Print a report by pressing the ("Print") button while viewing a report.
- View project photos by clicking on the *View Photos* button next to the *View Report* button.

Section 4: Importing and Exporting Data

Importing Data

- Acquire the data you wish to import from other FRCC databases (for example, databases at other agencies, locations, or projects).
- Copy the files you wish to import into a local directory.
- Select the *Import* button from the *Main Menu*. Enter the pathname for the file you wish to import.

Exporting Data

- Before exporting data, ensure that the user's contact information has been entered into the *Contact Information* form by clicking on the *Contact Information* button from the *Main Menu*.
- In the project form, select the *Export* button in the upper right corner to export data to other FRCC installations. The user will be asked to supply a filename to call the export file. The export file can then be sent (via email) to the person who wants to import the project into their FRCC database.

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